

ARKANSAS DEPARTMENT OF HUMAN SERVICES  
OFFICE OF FINANCE AND ADMINISTRATION  
SOCIAL SERVICES BLOCK GRANT PROGRAM MANUAL  
FEBRUARY 15, 2004 AMENDMENT  
SUMMARY

The Social Services Block Grant (SSBG) Program Manual is a resource document utilized in conjunction with the SSBG Comprehensive Services Program Plan. Information includes, but is not limited to, eligibility determination; service definitions; and service chapters indicating eligibility categories, national goals, program components, geographic availability and unit definitions. The proposed revisions will update information in the Program Manual effective February 15, 2004.

**FEBRUARY 15, 2004 CHANGES TO THE SSBG PROGRAM MANUAL:**

- Section 2000 – Revised to incorporate organizational changes within the Department of Human Services. (1) Implementation of Act 1717 of 2003 which created a Division of Behavioral Health Services and transferred the DHS Division of Mental Health Services and the Arkansas Department of Health, Alcohol and Drug Abuse into the Division. (2) Consolidation of the Office of Fiscal Management and the Office of Administrative Services into the Office of Finance and Administration
- Section 4210 – Deleted reference to Administrative Services
- Section 5000 – Changed wording from Administrative Services to Office of Finance and Administration
- Section 5630 – Changed from Chief “Administrative” Officer to “Fiscal” Officer
- Appendix A-3 – Service Delivery Areas - Deleted the statement that Area boundaries correspond to planning boundaries utilized by all divisions and offices with the exception of the Division of Children and Family Services and the Division of Aging and Adult Services. All divisions and offices utilize the Area boundaries for SSBG planning, but some do not utilize the boundaries for other planning.
- Appendix C. 05.C – Deleted “Unit for reporting is one (1) hour of service.”
- Appendix C. 23.B, 25.B, 29.B and 43.B – Changed name of Division to Division of Behavioral Health Services
- Appendix C. 23.C - Added unit 00, Intake and Assessment for Substance Abuse and revised the definition of unit 40, Diagnosis and Evaluation
- Appendix C. 24.B – Deleted “Direct” services under Geographic Availability
- Appendix C. 46.C and 53.C – Revised the time limits for services 4651, 4652, 4654, 4655, 4690, 5311 and 5312
- Instructions for the DHS-0145 – Revised Office name and slot number
- DHS-160 – Revised slot number
- Appendix E – Updated in accordance with the current Catalog of Federal Domestic Assistance